

ALLEGHENY COUNTY HOUSING AUTHORITY
301 CHARTIERS AVENUE, MCKEES ROCKS, PA 15136

Authority Position Available: CARPENTER

Date Posted: January 12, 2021

Purpose: This full-time 40 hour/week position, covered under a collective bargaining agreement with the Pittsburgh Building & Construction Trades Council, and reporting to the Regional Facilities Manager, is responsible for performing general and skilled carpentry work as directed. Work follows established procedure but calls for independent judgment to perform the job.

Essential Job Functions

1. Ability to perform general carpentry work such as, but not limited to, repairing and/or replacing floors, roofs, stairways, partitions, hanging doors and fitting windows.
2. Ability to perform skilled bench work in a carpenter shop, operating power equipment such as saws, joiners, latches, planers and drills; repairs, builds and/or replaces furniture, cabinetry and other wood fixtures.
3. Ability to do journeyman level carpentry work using sketches and plans.
4. Organize and request supplies as needed to management.
5. Cleans and maintains all ACHA property including vehicles, equipment, tools, etc.
6. Must follow safety procedures at all times.
7. Maintains records and logs as needed to document work performed.
8. Works in cooperation with other trades, maintenance staff and/or contractors as assigned to ensure that all specifications, procedures and policies are met and to ensure efficient completion of any project.
9. Must be able to handle multiple tasks in an efficient, organized fashion.
10. Ability to understand and follow verbal and written instructions.
11. Must interact and have the ability to communicate well with diverse individuals and people from a broad range of social and economic backgrounds.
12. Bends/stoops/climbs, walks, reaches and lifts/carries heavy objects or relevant materials and tools; twists torso 45° to 90° to perform essential functions; must be able to work while standing or walking for extended periods of time; works in year-round weather conditions.
13. Must be physically able to access all units, common areas, buildings and grounds for work purposes.
14. Must be able to use tools of the trade, as well as common office machines, including PCs, fax machines, etc.
15. Must be able to work in hot, cold, damp, or dusty areas, both inside and outside.
16. Must be able to come to work promptly and regularly.
17. Ability to be on-call **in a rotation** of 24 hours a day, 7 days a week.

Required Education/ Experience

High school diploma or equivalent. 5 years of demonstrated knowledge and experience with rough and finished carpentry in residential, commercial and public buildings, preferred. Locksmith experience, preferred. Must have and maintain a valid PA driver's license and use of a personal vehicle.

WAGE: \$26.26/HOUR OR CURRENT (PER CBA)

As a condition of employment, candidate must successfully pass a post-offer physical examination, drug screen and background security review, with regular full-time employment being contingent upon successful completion of a probationary period.

Frank Aggazio

Frank Aggazio, Executive Director

APPLICATIONS OR RESUMES SHOULD BE MAILED TO ALLEGHENY COUNTY HOUSING AUTHORITY,
ATTN: HR, 301 CHARTIERS AVENUE, MCKEES ROCKS, PA 15136 OR EMAILED TO: jhoover@achsng.com
AN EQUAL OPPORTUNITY EMPLOYER